



MINUTES

TITLE OF MEETING: Board Meeting
DATE AND TIME: Wednesday 1st April 2020 – 6pm
LOCATION: Virtual Meeting

1. Welcome

The Chair welcomed all in attendance with special mention to MAR who was attending his first Board Meeting since his appointment.

2. In Attendance

Board Chair: David Tucker (Chair)
Director of Coaching: Mal Evans (COA)
Director of Competitive Events: Margaret Docherty (COM)
Director of Development: Adam Tanner (DEV)
Director of Governance: Foster Johnson (GOV)
Director of Finance: Stephen Hemsley (FIN)
Independent Director: Dr Anna Molony (IND)
Independent Director – Marketing & Communications: Harry Nijjar (MAR)
Business Services Manager: Penny Maguire (BSM)
Operational Services Manager: Alistair Hollis (OSM)

3. Apologies

Bowls England 2020 President: Paul Robson (PRE)

4. Obituaries

Charles McCain President Durham 2000

5. Declarations of Interest

None recorded

6. Minutes of Previous Board Meetings:

It was **RESOLVED** that the Minutes of the Board Meeting held on Friday 21st February (concluding Saturday 22nd February 2020) be signed as a true and correct record.

It was **RESOLVED** that the following be recorded:

Representing the Board, David Tucker (Chair) and Dr Anna Molony (Independent Director), met with the Chief Executive, Operational Services Manager and Business Services Manager on Tuesday 17th March 2020 to consider the implications to Bowls England, County Associations and Clubs of the Coronavirus (Covid-19) pandemic. The recommendations were circulated electronically to the remainder of the Board and, after adjustments, the Covid-19 document was agreed and copy retained with the Minutes.

7. Action Points and Matters Arising (not covered elsewhere on Agenda)

It was noted that Steven Walker (Cumbria) had been elected unopposed as the North Regional representative on the Management Audit & Review Committee. His term of office would be to the AGM in February 2022.

8. Correspondence

None

9. Reports

9.1 Update by the Chair of the Board

9.1.1 Personnel

The Chair reported on the current staffing situation and advised that all staff were now set-up to work from home and wished to record the thanks of the Board for their efforts to date. He had telephoned each member of staff and would continue to call periodically during this period. The BSM and OSM reported that a weekly team meeting is held every Monday, with regular catch-ups during the rest of the week and extensive use of the various technology available to assist remote working.

9.1.2 Bowls Scotland

The Chair provided an update on discussions with the Chair of Bowls Scotland, particularly with regard to discussions with World Bowls and the following was **RESOLVED**:

- Bowls England to request that the World Bowls Bi-Annual Meeting be held by Conference Call in future;
- Bowls England to request that World Bowls review the affiliation fee due in 2021 due to the Coronavirus crisis and subsequent impact on the funds of all Member National Authorities;

It was **RESOLVED** that the Business Services Manager continue negotiations for World Championship payments already made to be carried over to the event, which is now due to be held in May 2021.

9.1.3 World Bowls – Regional Director

It was **RESOLVED** that Bowls England would support the application of Garry Collins (Guernsey).

9.1.4 Disability Bowls England

The Chair provided an update on the current finances of Disability Bowls England. A request has been made by Bowls England, on behalf of Disability Bowls England, for funding to an external body to ensure continued employment for the two part-time Development Officers. A decision is awaited. It was **RESOLVED** that the Chair and OSM maintain dialogue with Disability Bowls England.

9.1.5 Disciplinary Hearings

The Chair provided an update on disciplinary matters, with particular regard to the practical implications on Hearings/Appeals due to the Coronavirus outbreak. It was **RESOLVED** that there should be no Hearings/Appeals at Club, County or Bowls England level until further notice.

9.2 Operational Update by the Business Services Manager/Operational Services Manager

9.2.1 Club Loans

BSM reported that several clubs had been in contact to request a deferral of payment due to the Coronavirus outbreak. It was **RESOLVED** to support any such requests. The BSM confirmed that all Club Loans have private guarantors and these have recently been updated. It was noted that in excess of £600,000 is currently out on loan to affiliated clubs and, therefore, until such time as re-payments are made, the Club Loans budget is near the top of its current limit.

9.2.2 Finance

BSM reported that an initial examination suggests that Bowls England will make a loss of at least £650,000 in the current Financial Year due to the loss of income from Affiliation Fees and National Championship/National Competition fees. Where possible, refunds are being sought and deposits paid are being 'rolled over' for use in future years. However it was noted that there is a significant risk that some suppliers themselves may not survive the current crisis and some monies may be lost.

9.2.3 Membership Register

The OSM provided an update on the Membership Register. It was noted that some clubs and county associations have objected to the level of detail being requested, especially demographic information.

It was noted that Sport England's Community Emergency Fund specifically highlights that support is available to clubs working with people in several priority demographic areas, including older people and those with a disability, however any such requests will require evidence from applicants.

It was **RESOLVED** that a Working Group be formed to include DEV, MAR, OSM, Membership Register Project Officer and Publications/Media Officer.

9.3 Items submitted by Directors/Management Team

9.3.1 British Isles Bowls Council (BIBC)/British Isles Women's Bowls Council (BIWBC)
COM provided an update on the BIBC AGM. It was noted that the current BIBC Secretary and Treasurer had given notice of their intention not to seek re-election in 2021. At the meeting Bowls England had suggested that this would be an opportune time to consider unification of the BIBC and BIWBC, and several attendees indicated that they would support. It was **RESOLVED** that Bowls England fully supports the principle of unification and that COM/OSM progress further.

9.3.2 Bowls England Active Workout

IND provided an update on the work that has been undertaken to date to produce the 'Bowlers Workout'. It was noted that three workouts have been produced to cater for all ages and abilities. It was **RESOLVED** to publicise widely.

9.3.3 'The Extra End – Podcast'

MAR provided an update on the Bowls England Official Podcast, which is now available via a number of platforms including the Bowls England YouTube Channel, iTunes and Spotify.

9.3.4 Coach Bowls – Finance

BSM presented an update on Coach Bowls ahead of the Year End. It was noted that its finances are currently steady, however courses are currently suspended due to the Coronavirus outbreak and this will impact on income in the 2020/21 financial year.

10. Next Meeting

It was **RESOLVED** that the next meeting would be held on Wednesday 15th April at 6pm.